

**Enrolled Minutes of the Ninety-Seventh Regular or Special Meeting
For the Twenty-Eighth Highland Town Council
Regular Plenary Meeting
Monday, September 09, 2019**

The Twenty-Eighth Town Council of the Town of Highland, Lake County, Indiana met in its regular plenary session on Monday, September 09, 2019 at 6:33 O'clock P.M. in the regular place, the Highland Municipal Building, 3333 Ridge Road, Highland, Indiana.

Pursuant to HMC Section 2.05.130(A)(2), the Town Council considered and reviewed the agenda in an informal proceeding conducted in the anteroom to the plenary meeting room. Once completed the Town Council moved to the plenary meeting room. The Town Council reviewed Introduced Ordinance No. 1704 and the need to still delay it for further consideration. The same was suggested for Proposed Ordinance No. 1705.

The Town Council President, Steve Wagner presided. The Town Clerk-Treasurer, Michael W. Griffin, was present to memorialize the proceedings. The meeting was opened with Councilor Zemen reciting the Pledge of Allegiance to the Flag of the United States of America and offering a prayer.

Roll Call: Present on roll call were Councilors Bernie Zemen, Mark Herak, Dan Vassar, Konnie Kuiper and Steve Wagner. The Clerk-Treasurer, Michael W. Griffin was present to memorialize the proceedings. A quorum was attained.

Additional Officials Present: Rhett L. Tauber, Esq., Town Attorney; John M. Bach, Public Works Director; Peter T. Hojnicky, Police Chief; Alex M. Brown, CPRP, Superintendent of Parks and Recreation; William R. Timmer, Jr., CFOD, Fire Chief; Kathy DeGuilio-Fox, Redevelopment Director; and Kenneth J. Mika, Building were present.

Also present: Larry Kondrat of the Board of Waterworks Directors; James Colias and Richard Underkofler of the Tree Advisory Board; and Ed Dabrowski, IT Director (Contract) were also present.

Guests: Robin Carlascio of the Idea Factory was also present.

Minutes of the Previous Meetings: The minutes of the regular meeting of 26 August 2019 was approved by general consent.

Special Orders:

1. **Consideration of Proposed Additional Appropriations:** (non-controlled funds) Proposed Additional Appropriations in Excess of the 2019 Budget for the Solid Waste District Fund in the amount of \$52,723 and in the Special Events Non-Reverting Fund in the amount of \$14,775.
 - (a) Attorney verification of Proofs of Publication: The TIMES 29 August 2019. The Town Attorney verified the sufficiency of the proof of publication and opined that it complied with IC 5-3-1.
 - (b) **Public Hearing.** The Town Council President called the public hearing to order. There were no comments. The hearing was closed.
 - (c) Action on **Appropriation Enactment No. 2019-35:** An Enactment Appropriating Additional Moneys in Excess of the Annual Budget for the Special Events Non-

Reverting Fund and the Solid Waste District Grant Fund, all pursuant to I.C. 6-1.1-18, and I.C. 36-5-3-5.

Councilor Herak introduced and moved the consideration of Enactment No. 2019-35 at the same meeting of introduction. Councilor Zemen seconded. Upon a roll call vote, a unanimous vote being necessary, there were five affirmatives and no negatives. The motion passed. The enactment could be considered at the same meeting of its introduction.

Councilor Herak moved the passage and adoption of Enactment No. 2019-35 at the same meeting of introduction. Councilor Zemen seconded. Upon a roll call vote, a two-thirds vote being necessary, there were five affirmatives and no negatives. The motion passed. The enactment was passed and adopted at the same meeting of its introduction.

**Town of Highland
Appropriation Enactment
Enactment No. 2019-35**

AN ENACTMENT APPROPRIATING ADDITIONAL MONEYS IN EXCESS OF THE ANNUAL BUDGET for the SPECIAL EVENTS NON-REVERTING FUND AND THE SOLID WASTE DISTRICT GRANT FUND, ALL PURSUANT TO I.C. 6-1.1-18, and I.C. 36-5-3-5.

WHEREAS, Following a public hearing advertised pursuant to I.C. 5-3-1, it has been determined that it is now necessary to appropriate more money than was appropriated in the annual budget for the **Special Events Non-Reverting Fund** and the **Solid Waste District Grant Fund**;

WHEREAS, It has been determined that such additional appropriations as may be approved by this enactment, will not increase the levies set under I.C. 6-1.1-17, as neither fund involves a property tax levy, all pursuant to I.C. 36-5-3-5;

NOW, THEREFORE BE IT ENACTED by the Town Council of the Town of Highland, Lake County, Indiana, as follows:

Section 1. That for the expenses of said municipality, the following additional sums of money are hereby appropriated and ordered set apart out of the **Special Events Non-Reverting Fund** herein named and for the purposes herein specified, subject to the laws governing the same:

SPECIAL EVENTS NON REVERTING FUND

Increase Accounts:	
036-0000-34017 Event Insurance	\$ 500.00
036-0000-38601 Sales Tax CEC	\$ 1,000.00
036-0000-38606 Sanitation Services	\$ 1,127.00
036-0000-38609 Entertainment	\$ 7,000.00
036-0000-39001 Events Permits	\$ 168.00
036-0000-39999 Security	<u>\$ 4,980.00</u>
<i>Total Professional Services:</i>	\$14,775.00

TOTAL for FUND: \$14,775.00

Section 2. That for the expenses of said municipality, the following additional sums of money are hereby appropriated and ordered set apart out of the **Solid Waste District Grant Fund** herein named and for the purposes herein specified, subject to the laws governing the same:

SOLID WASTE DISTRICT GRANT FUND

Increase the following account:	
31-0000-38001 Solid Waste Services:	<u>\$ 52,723.00</u>
<i>Total Professional services:</i>	\$ 52,723.00

TOTAL for FUND: \$ 52,723.00

Section 3. That the Clerk-Treasurer is hereby authorized and instructed to inform the Department of Local Government Finance of this action and that these monies be made available for expenditure pursuant to I.C. 6-1.1-18.

Section 4. That in satisfaction and for the purposes of the provisions set out in I.C. 36-5-2-9.6, I.C. 36-5-3-5, I.C. 36-5-4-2, this enactment shall be deemed properly filed and introduced before the Town Council at a regular or special meeting, properly called and convened pursuant to I.C. 5-1.5-14 *et seq.*

Introduced and Filed on the 9th Day of September 2019. Consideration on the same day or at same meeting of introduction sustained a vote of 5 in favor and 0 opposed, pursuant to IC 36-5-2-9.8.

DULY ORDAINED AND ADOPTED this 9th Day of September 2019, by the Town Council of the Town of Highland, Lake County, Indiana, having been passed by a vote of 5 in favor and 0 opposed.

**TOWN COUNCIL of the TOWN of
HIGHLAND, INDIANA**

/s/Steve Wagner, President (IC 36-5-2-10)

ATTEST:

*/s/ Michael W. Griffin, IAMC/MMC/CPFA/CPFIM/CMO
Clerk-Treasurer (IC 33-42-4-1; IC 36-5-6-5)*

2. **Consideration of Proposed Additional Appropriations:** (controlled funds): Proposed Additional Appropriations in Excess of the 2019 Budget for the Sanitation and Solid Waste Management Department of the Special Sanitary District Operating Fund in the amount of \$151,000.
 - (a) Attorney verification of Proofs of Publication: The TIMES 29 August 2019. The Town Attorney verified the sufficiency of the proof of publication and opined that it complied with IC 5-3-1.
 - (b) **Public Hearing.** The Town Council President called the public hearing to order.
1. Larry Kondrat, 8115 4th Place East, Highland, sought clarification if the budget amendment was due to the increase in the solid waste collection services agreement with Republic. This was conformed to Mr. Kondrat.

The Town Council President closed the public hearing.

- (c) Action on **Appropriation Enactment No. 2019-36:** An Enactment Appropriating Additional Moneys in Excess of the Annual Budget for the Sanitation and Solid Waste Management Department of the Special Sanitary District Operating Fund, all pursuant to I.C. 6-1.1-18, I.C. 36-5-3-5, *et seq.*

Councilor Herak introduced and moved the consideration of Enactment No. 2019-36 at the same meeting of introduction. Councilor Zemen seconded. Upon a roll call vote, a unanimous vote being necessary, there were five affirmatives and no negatives. The motion passed. The enactment could be considered at the same meeting of its introduction.

Councilor Herak moved the passage and adoption of Enactment No. 2019-36 at the same meeting of introduction. Councilor Zemen seconded. Upon a roll call vote, a two-thirds vote being necessary, there were five affirmatives and no negatives. The motion passed. The enactment was passed and adopted at the same meeting of its introduction.

Town of Highland
APPROPRIATION ENACTMENT
Enactment No. 2019-36

An Enactment Appropriating Additional Moneys in Excess of the Annual Budget for the Sanitation and Solid Waste Management Department of the Special Sanitary District Operating Fund, all pursuant to I.C. 6-1.1-18, I.C. 36-5-3-5, et seq.

WHEREAS, Following a public hearing advertised pursuant to I.C. 5-3-1, it has been determined that it is now necessary to appropriate more money than was appropriated in the annual budget for the **Sanitation and Solid Waste Management Department of the Special Sanitary District Operating Fund;**

WHEREAS, It has been determined that such additional appropriations as may be approved by this enactment, will not increase the levy set under I.C. 6-1.1-17, all pursuant to I.C. 36-5-3-5;

NOW, THEREFORE BE IT ENACTED by the Town Council of the Town of Highland, Lake County, Indiana, as follows:

Section 1. That for the expenses of said municipality, the following additional sums of money are hereby appropriated and ordered set apart out of the **Sanitation and Solid Waste Management Department of the Special Sanitary District Operating Fund** and for the purposes herein specified, subject to the laws governing the same:

SANITARY DISTRICT SPECIAL OPERATING FUND

SANITATION/SOLID WASTE MANAGEMENT DEPARTMENT

INCREASE THE FOLLOWING:

40-0015-38001 SOLID WASTE SERVICES:	<u>\$ 151,000.00</u>
TOTAL PROFESSIONAL SERVICES:	<u>\$ 151,000.00</u>
TOTAL FOR THE FUND:	<u>\$151,000.00</u>

Section 2. That the Clerk-Treasurer is hereby authorized and instructed to inform the Indiana Department of Local Government Finance of this action and that these moneys be made available for expenditure **subject to an order** of the Commissioner, pursuant to IC 6-1.1-18.

Section 3. That in satisfaction and for the purposes of the provisions set out in I.C. 36-5-2-9.6, I.C. 36-5-3-5, I.C. 36-5-4-2, this enactment shall be deemed properly filed and introduced before the Town Council at a regular or special meeting, properly called and convened pursuant to I.C. 5-1.5-14 *et seq.*

Introduced and Filed on the 9th Day of September 2019. Consideration on the same day or at same meeting of introduction sustained a vote of 5 in favor and 0 opposed, pursuant to IC 36-5-2-9.8.

DULY ORDAINED AND ADOPTED this 9th Day of September 2019, by the Town Council of the Town of Highland, Lake County, Indiana, having been passed by a vote of 5 in favor and 0 opposed.

TOWN COUNCIL of the TOWN of
HIGHLAND, INDIANA

/s/ Steve Wagner, President (IC 36-5-2-10)

ATTEST:

/s/ Michael W. Griffin, IAMC/MMC/CPFA/CPFIM/CMO
Clerk-Treasurer (IC 33-42-4-1; IC 36-5-6-5)

Communications:

1. The Clerk-Treasurer read aloud a letter from Fire Department seeking a re-appropriation of a reimbursement of an overpayment from a purchase made in 2018 in the amount of \$335.40. (It is noted that IC 6-1.1-18-9 authorizing reappropriation of erroneous or excessive disbursements requires that the disbursement be within the current

budget year). The Town Council by general consent received the letter as information and filed it.

Staff Reports: The following staff reports were received and filed.

• **Building & Inspection Report for August 2019**

Permit Type	Number	Residential	Commercial	Est. Cost	Fees
Commercial Buildings:	0	0	0	\$0.00	\$0.00
Commercial Additions or Remodeling:	6	0	6	\$381,463.00	\$6,254.50
Signs:	9	0	9	\$54,142.00	\$2,974.00
Single Family:	0	0	0	\$0.00	\$0.00
Duplex/Condo:	0	0	0	\$0.00	\$0.00
Residential Additions:	0	0	0	\$0.00	\$0.00
Residential Remodeling:	88	88	0	\$3,120,743.00	\$50,688.50
Garages:	1	1	0	\$10,000.00	\$396.50
Sheds:	5	5	0	\$3,617.00	\$860.00
Decks & Porches:	8	8	0	\$35,226.00	\$2,140.00
Fences:	24	23	1	\$69,605.00	\$3,082.50
Swimming Pools:	4	4	0	\$0.00	\$376.00
DrainTile/ Waterproofing:	6	6	0	\$78,668.00	\$1,651.50
Miscellaneous	9	8	1	\$315,195.00	\$5,581.00
TOTAL:	160	143	17	\$4,048,659.00	\$74,004.50
Electrical Permits	24	19	5		\$2,986.00
Mechanical Permits	21	16	5		\$2,302.00
Plumbing Permits	13	10	3		\$3,438.65
Water Meters	1	0	1		\$1,828.08
Water Taps	0	0	0		\$0.00
Sewer/Storm Taps	1	1	0		\$300.00
TOTAL Plumbing:	15	11	04		\$5,566.73

August Code Enforcement:

Investigations: 71
 Citations: 04
 Warnings: 71

August Inspections:

Building: 52 Electrical: 32 Plumbing: 10 HVAC: 12
 Electrical Exams: 5

• **Fire Department Report for August 2019**

<u>Type of Call</u>	<u>Month</u>	<u>2nd half of year</u>
General Alarms	12	27

Paid Still Alarms	34	72	
Still Alarms	01	04	
Total Alarms:	47	103	387 year

• **Workplace Safety Report for August 2019**

There was one workplace incident to report in August. The following report was filed.

Department	Injuries this Month	Year to Date 2019	Total in 2018	Restricted Days 2019	Lost Workdays This Year (2019)	Restricted Days Last Year (2018)	Lost Workdays Last Year (2018)
Parks	0	0	4	0	0	0	0
Fire	0	1	0	0	0	0	0
Police	0	2	3	0	0	0	0
Street	0	0	2	0	0	0	0
Water & Sewer	1	3	4	0	0	80	46
Maint.	0	1	1	14	2	0	0
Other	0	0	0	0	0	0	0
TOTALS	1	7	14	14	2	80	46

Effective January 1, 2002, OSHA changed the record keeping guidelines. The municipality now counts the number of days lost from the day after the injury until the employee returns to work. Weekend, holidays, vacation days or other days scheduled off are included in the lost days count to a maximum of 180 days.

Unfinished Business and General Orders:

1. **Introduced Ordinance No. 1704:** An Ordinance To Amend Chapters 8.20 And 8.25 Of The Highland Municipal Code Extending The Reach Of The Tree Board’s Role Beyond Street Parkways To Enable Its Recommendations For Approved And Unapproved Tree Species On Private And Publicly Owned Property. *(Councilor Herak introduced and filed the ordinance at its meeting of Monday, August 26, 2019. There was no further action.) If the ordinance is favorably acted upon, the Town Council should review a resolution with certain proposals under IC 36-7-4 et seq regarding relevant changes suggested from the several iterations of this ordinance.*

Under general consent, the Town Council approved the delay of consideration of the introduced ordinance for further review at the next standing study session.

2. Action to ratify calling of the Executive Session for the purpose of discussing strategy for the purchase of property, pursuant to HMC Section 2.05.130 (F) & (G), Section 2.05.070(B)(2)(d) and IC 5-14-1.5-6.1.(b)(2)(D). *(Notice was issued according to IC 5-14-1.5 et seq. for a Session to be held Monday , September 9, 2019 at 7:30 p.m.)*

Councilor Herak moved to ratify and approve the convening of an Executive Session for the current evening at 7:30 p.m. for the purposes indicated. Councilor Vassar seconded. Upon a roll call vote, there were five affirmatives and no negatives. The motion passed. The executive session was ratified and approved.

3. **Proposed Ordinance No. 1705:** An Ordinance Amending the Highland Municipal Code to establish a New Chapter Establishing an Exigent Public Safety Services Chapter Identifying Associated Costs In Consequence of Exigent Incidents that Require Resources Outside Regular Services and Authorizing and Fixing Fees Associated with the Provision of Exigent Public Safety Services.

Councilor Herak introduced and filed proposed Ordinance No. 1705. There was no further action.

4. **Resolution No. 2019-37:** A Resolution Adopting The Lake County Multi-Hazard Mitigation Plan As A Participating Unit.

Councilor Herak moved the passage and adoption of Resolution No. 2019-37. Councilor Kuiper seconded. Upon a roll call vote, there five affirmatives and no negatives. The motion passed. The resolution was passed and adopted.

**TOWN of HIGHLAND
RESOLUTION NO. 2019-37**

A RESOLUTION ADOPTING THE LAKE COUNTY MULTI-HAZARD MITIGATION PLAN as a PARTICIPATING UNIT.

WHEREAS, Section 4 of IC 36-8-2 provides that a unit of local government may regulate conduct, or use or possession of property that might endanger the public health, safety or welfare;

WHEREAS, Section 8 of IC 36-8-2 provides that a unit of local government may regulate the introduction of any substance, or odor into the air, or any generation of sound;

WHEREAS, Section 9 of IC 36-8-2 provides that a unit of local government may regulate public gatherings;

WHEREAS, Section 7 of IC 36-9-2 provides that a unit of local government may regulate the use of public ways;

WHEREAS, Section 17(h) of IC 10-14-3 provides that each local or interjurisdictional agency shall prepare and keep current a local or interjurisdictional disaster emergency plan for its area;

WHEREAS, Highland Indiana recognizes the threat that natural hazards pose to people and property;

WHEREAS, Undertaking hazard mitigation actions before disasters occur will reduce the potential for harm to people and property and save taxpayer dollars;

WHEREAS, An adopted Multi-Hazard Mitigation Plan is required as a condition of future grant funding for mitigation projects;

WHEREAS, The Lake County Emergency Management Agency and Department of Homeland Security did assemble a special update planning committee with a representative knowledgeable in local hazards from all the participating local governments in Lake County to work on the update of the existing Multi-Hazard Mitigation Plan and development of a Updated and Revised Multi-Hazard Mitigation Plan,

NOW, THEREFORE BE IT RESOLVED by the Town Council of Highland, Lake County, Indiana, as follows:

Section 1. That the Highland Town Council hereby adopts the Lake County Multi-Hazard Mitigation Plan as an official plan for the Town, which is incorporated as an exhibit affixed to this resolution;

Section 2. That that the Lake County Department of Homeland Security/Emergency Management Agency will submit on behalf of the participating municipalities the adopted Multi-Hazard Mitigation Plan to the Indiana Department of Homeland Security and the Federal Emergency Management Agency for final review and approval.

Section 3. That the proper officials, agents and employees of the Town are hereby authorized and directed to take such further action as they may deem necessary or appropriate to perform all obligations and commitments of the Town in accordance with the provisions of the Agreement, provided it is approved by the Indiana Department of Homeland Security and the Federal Emergency Management Agency;

Section 4. That the Fire Chief or the Clerk-Treasurer shall transmit a fully executed resolution to the proper officer of the Lake County Department of Homeland Security / Emergency Management Agency to evidence its adoption by the Town of Highland.

DULY RESOLVED and ADOPTED this 9th Day of September 2019 by the Town Council of the Town of Highland, Lake County, Indiana, having been passed by a vote of 5 in favor and 0 opposed.

**TOWN COUNCIL of the TOWN of
HIGHLAND, INDIANA**

/s/ Steven Wagner, President (IC 36-5-2-10)

Attest:

/s/ Michael W. Griffin, IAMC/MMC/CPFA/CPFIM/CMO
Clerk-Treasurer (IC 33-42-4-1; IC 36-5-6-5)

Mitigation Plan as exhibit on file.

5. **Works Board Order No. 2019-25: An Order Approving and Authorizing a Settlement and Release between the Town of Highland and Mary Kay Shank, pursuant to IC 34-13-3-16 and IC 36-1-4-17**

Councilor Vassar moved the passage and adoption of Works Board Order No. 2019-25. Councilor Kuiper seconded. Upon a roll call vote, there were five affirmatives and no negatives. The motion passed. the order was adopted.

**Town of Highland
Board of Works
Order of the Works Board 2019-025**

An Order Approving and Authorizing a Settlement and Release between the Town of Highland and Mary Kay Shank, pursuant to IC 34-13-3-16 and IC 36-1-4-17

Whereas, Title 36, Article 1 Chapter 4 of the Indiana Code confers certain general corporate powers on the several units of government in Indiana;

Whereas, IC 36-1-4-17, and IC 34-13-3-16, authorize in pertinent part that a governing body of a political subdivision may compromise and settle a claim brought against the political subdivision or its employees;

Whereas, The Town Council is reliably informed by the Town Attorney and the Police Chief regarding an incident occurring under Case #19-6740, in which storage fees incurred against Mary Kay Shank;

Whereas, It is recommended by the Police Chief and the Town Attorney that a settlement payment in the amount of three hundred fifty dollars (\$350.00) be paid to indemnify Mary Kay Shank for the storage fees;

Whereas, It is in the interest of operational and administrative economy as well as in the best interest of the municipality to render a settlement for the storage fees with an associated release foreclosing further action; and

Whereas, The Town Council now desires to approve and authorize the settlement and release agreement, and indemnify Mary Kay Shank for the storage fees,

Now, Therefore Be It Ordered by the Town Council of the Town of Highland, Lake County, Indiana, acting as the Works Board of Municipality as well as the governing body of the municipality as follows:

Section 1. That the Works Board hereby finds and determines that the terms and provisions of the release and indemnity agreement to be reasonable and approved in each and every respect (Agreement affixed as an exhibit to this order);

Section 2. That the Works Board hereby finds and determines that the identified sum for payment to Mary Kay Shank as indemnitor, in the amount of three hundred fifty dollars (\$350.00) to be reasonable and acceptable for the purposes of settlement;

Section 3. That the Works Board Order still further finds and determines it hereby to be in the interest of operational and administrative economy as well as in the best interest of the municipality to approve a settlement for the storage fees with an associated release foreclosing further action;

Section 4. That the proper officers are now authorized and approved to execute the indemnity agreement, that the Clerk-Treasurer must identify proper resources to support the purposes of this order and be authorized to make payment according to its terms;

Section 5. That a copy of this order and accompanying settlement agreement shall be filed as financial materials with the Office of the Clerk-Treasurer, pursuant to IC 36-5-4-14;

Be It So Ordered.

Duly, Adopted and ORDERED by the Town Council of the Town of Highland, Lake County, Indiana, acting as the Board of Works, this 9th day of September 2019 having passed by a vote of 5 in favor and 0 opposed.

**TOWN COUNCIL of the TOWN of
HIGHLAND, INDIANA**

/s/ Steve Wagner, **President** (IC 36-5-2-10)

Attest:

/s/ Michael W. Griffin, IAMC/MMC/CPFA/CPFIM/CMO
Clerk-Treasurer (IC 33-42-4-1; IC 36-5-6-5)

6. **Authorizing the proper officer to publish legal notice of a public hearing:** Public Hearing to consider additional appropriations in the amount of \$2,000 in the **Redevelopment Capital Fund**.

Councilor Herak moved to authorize the proper officer to publish legal notice of a public hearing to consider proposed additional appropriations in the Redevelopment Capital Fund in the amount of \$2,000. Councilor Kuiper seconded. Upon a roll call vote, there were five affirmatives and no negatives. The motion passed. The publication was authorized.

Comments or Remarks from the Town Council:
(For the Good of the Order)

- **Councilor Bernie Zemen:** *Chamber of Commerce Co-Liaison • IT Liaison • Liaison to the Board of Waterworks Directors • Liaison to the Community Events Commission.*

With leave from the Town Council, Councilor Zemen acknowledged Mr. Virgil Popp, representing the Knights of Columbus, Council 8080 MSGR. Alvin Jasinski, presented a check to the Police Chief as a donation to be used by the Police Department for police purposes.

The Town Council President thanked Mr. Popp. Councilor Zemen acknowledged the Building Commissioner who offered a survey of matters pending before the Plan Commission.

Councilor Dan Vassar: *Liaison to the Park and Recreation Board.*

Councilor Vassar acknowledged the Parks and Recreation Superintendent and noted that he was the recipient of the 2019 *Ivan H. Brinegar Award* for Municipal Management from Aim (Accelerate Indiana Municipalities). It was noted that it was the highest

award conferred upon an appointed officer of an Indiana municipality. It was noted that Councilor Mark Herak and the Clerk-Treasurer nominated him for the award. Councilor Vassar congratulated the Parks and Recreation Superintendent.

The Parks and Recreation Superintendent offered a cursory overview of events supported by or under the aegis of the Parks and Recreation Department, which included a survey of park playground improvements.

- **Councilor Mark Herak:** •*Budget and Finance Chair* • *Liaison to the Board of Sanitary Commissioners* • *Town Board of Metropolitan Police Commissioners, Liaison.*

Councilor Herak acknowledged the Public Works Director who reported on public works projects, including the progress on Community Crossing Grants funded projects.

Councilor Herak also congratulated the Parks and Recreation Superintendent on his recent award.

- **Councilor Konnie Kuiper:** • *Fire Department, Liaison* • *Chamber of Commerce Co-Liaison.*

Councilor Kuiper acknowledged the Fire Chief who offered a recent survey of the recent incidents to which the department responded. The Chief noted that the department responded to and assisted with incidents in neighboring communities. He noted that the Fire Department provided an honor guard for Assistant Fire Chief Mike Pipta's mom's funeral.

- **Council President Steve Wagner:** *Town Executive* • *Chair of the Board of Police Pension Trustees* • *Advisory Board of Zoning Appeals Liaison.*

The Council President acknowledged the Building Commissioner who offered a survey of matters pending before the Advisory Board of Zoning Appeals.

The Town Council President also congratulated the Parks and Recreation Superintendent on his attainment of the Ivan H. Brinegar Municipal Management Award.

Comments from Visitors or Residents:

1. Tom Black, 3515 Garfield Street, Highland, asked whether the Public Works Facility was being moved to be co-located with the proposed senior housing facility to be sited on Cline avenue next to Strack and Van Til's Supermarket. It was noted that the public works facility was not going to be moved to be sited with the senior facility.
2. Larry Kondrat, 8115 4th Place East, Highland, noted that Russell Development did not attend a recent hearing before the Plan Commission. Mr. Kondrat inquired whether the matter would be rescheduled. It was noted that the developer was scheduled to be at the meeting of Wednesday September 18, 2019.
Mr. Kondrat further inquired whether the Town Council would be more specific about the subject matter of the executive session at 7:30 p.m., noting that the notice indicated that the subject was to discuss the strategy regarding the purchase or sale of property. No further specificity beyond the notice was offered.

Mr. Kondrat asked about the status of the school town's rehabilitation of its football field with an artificial turf surface. The issue was still being reviewed regarding the impact on drainage.

3. Richard Underkofler, 9315 Idlewild Drive, Highland, reported that the Highland Community Foundation still had 39 trees available to be given to residents who wished to have one, that were provided under the auspices of a grant that started with 100 trees.
4. Elijah Aurand, 9315 Farmer Drive, Highland, sought clarification regarding whether the public could attend and observe an executive session. He was advised that the meeting for special reasons did not permit public review.

Mr. Aurand further inquired about the purposes of creating a list of approved and prohibited trees. He was advised about it being an element of the Urban Tree Management Plan that was adopted earlier in the year by the Town Council.

Mr. Aurand suggested that perhaps the Town Council inquire of the developer who is proposing senior housing at the site near Cline Avenue to see if Highland residents might be granted a reduction or discount.

Payment of Accounts Payable Vouchers. There being no further comments from the public, Councilor Zemen moved to allow the vendors accounts payable vouchers as filed on the pending accounts payable docket, covering the period August 27, 2019 through September 09, 2019 as well as ratifying the payroll dockets for the payday of August 16, 2019. Councilor Vassar seconded. Upon a roll call vote, there were five affirmatives and no negatives. The motion passed. The accounts payable vouchers for the vendor docket were allowed, payments allowed in advance were ratified including the payroll docket, and for all remaining invoices, the Clerk-Treasurer was authorized to make payment.

Vendors Accounts Payable Docket:

General Fund, \$305,074.16; Motor Vehicle Highway and Street (MVH) Fund, \$22,898.62; Local Road and Streets Fund, \$12,906.64; Law Enforcement Continuing Education and Training and Supply Fund, \$519.23; Flexible Spending Account Agency Fund, \$1,224.36; Insurance Premium Fund, \$191,966.93; Information Communications Technology Fund, \$9,761.19; Solid Waste District Grant Fund, \$1,651.07; Special Events Non Reverting Fund, \$46,435.56; Police Pension Fund, \$69,700.82; Traffic Violations and Law Enforcement Agency Fund, \$4,000.00; Municipal Cumulative Street Fund, \$2,502.50; Special Community Crossings Grant Fund, \$305,999.56; and Public Safety Local Income Tax Fund, \$164.00; Total: \$974,804.64.

Payroll Docket for payday of August 16, 2019:

Council, Boards and Commissions, \$0.00; Office of Clerk-Treasurer, \$16,727.38; Building and Inspection Department, \$8,162.21; Metropolitan Police Department, \$122,485.74; Fire Department, \$3559.78; Public Works Department (Agency), \$71,040.33; and Police Pension, \$0.00. Total Payroll: \$221,975.44.

Adjournment of Plenary Meeting. Councilor Vassar moved that the plenary meeting be adjourned. Councilor Kuiper seconded. Upon a vote *viva voce*, the motion passed. The regular (rescheduled) plenary meeting of the Town Council of Monday, September 09, 2019 was adjourned at 7:29 O'clock p.m.

Michael W. Griffin, IAMC/MMC/CPFA/CPFIM/CMO
Clerk-Treasurer

Approved by the Town Council at its meeting of _____, 2019.

Michael W. Griffin, IAMC/MMC/CPFA/CPFIM/CMO
Clerk-Treasurer